



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
[www.cityofdenton.com](http://www.cityofdenton.com)

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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Materials Management

**ACM:** Mario Canizares

**DATE:** September 19, 2017

### **SUBJECT**

Consider adoption of an ordinance accepting competitive proposals and awarding a contract for Janitorial Services for City of Denton buildings; providing for the expenditure of funds therefore; and providing an effective date (RFP 6475-awarded to AHI Facility Services, Inc. in the five (5) year not-to-exceed amount of \$3,425,000).

### **FILE INFORMATION**

The City of Denton has outsourced janitorial services as a cost-effective service delivery to City facilities for the past fifteen years. The contract for janitorial services provides various cleaning services and associated supplies to thirty-nine (39) City buildings. The City's current five (5) year janitorial services contract with Oriental Building Services Inc. will expire on October 31, 2017. In order to ensure the continuity of cleaning services, the City of Denton Materials Management Department issued RFP 6475 in June 2017, with the intent to award a new contract that allows for a transition period if needed.

Request for proposals were sent to 245 prospective service providers. In addition, specifications were placed on the Purchasing website for prospective suppliers to download and advertised in the local newspaper. Ten (10) proposals were received. Three (3) proposals were received that met the minimum qualifications. The firms were evaluated as detailed in Exhibit 2 with AHI Facility Services, Inc. ranked the highest and determined to be the best value for the City. AHI Facility Services Inc., has been a previous service provider to the City and performed quality work. They have exhibited their ability to manage services for numerous buildings and service over 500,000 total square footage of cleaning.

### **RECOMMENDATION**

Award a contract for Janitorial Services for City of Denton Facilities to AHI Facility Services, Inc. in the five (5) years not-to-exceed amount of \$3,425,000. This amount includes a contingency for unforeseen office additions or changes in facility sizes.

### **PRINCIPAL PLACE OF BUSINESS**

AHI Facility Services, Inc.  
Dallas, TX

## **ESTIMATED SCHEDULE OF PROJECT**

This is an initial one (1) year contract with options to extend the contract for four (4) additional one (1) year periods, with all terms and conditions remaining the same.

## **FISCAL INFORMATION**

These services will be funded from various operating accounts based on each building's usage.

## **STRATEGIC PLAN RELATIONSHIP**

The City of Denton's Strategic Plan is an action-oriented road map that will help the City achieve its vision. The foundation for the plan is the five long-term Key Focus Areas (KFA): Organizational Excellence; Public Infrastructure; Economic Development; Safe, Livable, and Family-Friendly Community; and Sustainability and Environmental Stewardship. While individual items may support multiple KFAs, this specific City Council agenda item contributes most directly to the following KFA and goal:

**Related Key Focus Area:   Organizational Excellence**

**Related Goal:               1.1 Manage financial resources in a responsible manner**

## **EXHIBITS**

Exhibit 1: Agenda Information Sheet

Exhibit 2: RFP Evaluation Sheet

Exhibit 3: Ordinance

Exhibit 4: Contract

Respectfully submitted:  
Galen Gillum, 349-7656  
Director of Capital Projects

For information concerning this acquisition, contact: Dean Hartley at 940-349-8243.